



**MaineCare Services**  
An Office of the  
Department of Health and Human Services

John E. Baldacci, Governor

Brenda M. Harvey, Commissioner

Department of Health and Human Services  
MaineCare Services  
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**Date:** February 1, 2008  
**To:** MaineCare Providers  
**From:** Norman Curtis, Director, Member and Provider Services, MaineCare Services  
**Subject:** Checks for Claims Adjustments

### **Please Discontinue Sending Checks for Claims Adjustments**

Effective **February 15, 2008**, please discontinue submitting check repayments for Claims Adjustments unless your assigned Medical Support Specialist (formerly Adjuster) has authorized you to do so. MaineCare Services (MaineCare) is taking this action to prepare for the implementation of the MeCMS Adjustments Functionality in spring 2008.

Claims Adjustments Requests received by MaineCare after February 15, 2008, will be processed in the spring following the implementation of the Adjustments Functionality. At that time, receivables will be created in the State's accounting system to recover funds through the Remittance Advice (RA) process.

**Checks received before February 15, 2008**, will be processed by the Adjustment Unit. When the checks are processed, the Adjustments Functionality will reflect that Provider funds have been returned to cover the adjustment amounts.

**Checks received after February 15, 2008, will result in Provider funds being recovered twice, requiring a lengthy process to reimburse providers for duplicate recovery.** Providers are encouraged to stop submitting Claims Adjustments Requests now and to submit adjusted claims when the Adjustments Functionality is implemented in the spring instead. There may be special circumstances for which providers may submit checks for claims adjustments. However, checks should not be forwarded without prior authorization from the Adjustment Unit.

Please contact MaineCare's Adjustment Unit if you have any questions or concerns:

Providers Billing on CMS-1500/Dental Claim Forms		
Provider Names Beginning With:	Contact Person	Telephone
A-E	Debbie Ladd	207-287-1780
F-N	Jaime Hall	207-287-1778
O-Z	Debbie Ladd or Jamie Hall	See above

Providers Billing on UB-04/ UB-92 Claim Forms		
Provider Names Beginning With:	Contact Person	Telephone
A-E	Linda Harrington	207-287-1777
F-L and All MR Waiver Providers	Shavon Smith	207-287-6284
M-Z	Nancy Haskell	207-287-1779

**A reminder: Interim repayment checks should continue to be submitted to:**

MaineCare Services  
Interim Payments Recovery Team  
442 Civic Center Drive  
# 11 State House Station  
Augusta, ME 04333-0011

Thank you for your cooperation with this effort! We are excited that we will soon be able to offer the Adjustments Functionality to MaineCare providers!

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*Caring..Responsive..Well-Managed..We are DHHS.*